

Asking a Professor for a Letter of Recommendation Sample

Subject: Request for Letter of Recommendation

Dear Professor [Last Name],

I hope this message finds you well. I am reaching out to request a letter of recommendation from you as I apply for [specific program or job].

Given my enjoyable and educational experience in your [specific course], and your insights into my [specific skills or projects], I believe your recommendation would be highly impactful.

I have attached my resume, transcript, and other relevant documents to aid in your writing. Please let me know if there is any other information you might need.

Thank you very much for considering my request. I would appreciate your support immensely.

Warm regards,

[Your Name]